

SENIOR AIRPORT OPERATIONS TECHNICIAN

DISTINGUISHING FEATURES

The fundamental reason the Senior Airport Operations Technician exists is to inspect and maintain airport facility conditions to ensure safe and efficient operations in accordance with local, state and federal regulations at the Scottsdale Airport in the Transportation Department. This classification may supervise. Work is performed under general supervision by the Airport Operations Coordinator. The Senior Airport Operations Technician is distinguished from the Airport Operations Technician by assuming a lead role over the Airport Operations Technicians.

ESSENTIAL FUNCTIONS

Performs a wide variety of semi-skilled and skilled maintenance and equipment operations at the City's airport and industrial park facilities. Reports deficiencies, corrects and/or initiates follow-up corrective action.

Procures all supplies and equipment necessary for the operations work area.

Schedules all airport operations technicians, ensuring that all shifts are sufficiently staffed.

Completes a variety of tasks and attends meetings as assigned by the supervisor.

Communicates with supervisors regarding repair work schedules.

Communicates face-to-face and by radio with airport users, tenants, general public, tower personnel, co-workers, and emergency agencies regarding safety procedures, regulations, and coordination of vehicular movement in the aircraft movements areas. Issues Notices to Airmen.

Responds to and manages airfield incidents/accidents.

Enforces airfield rules and regulations. Enforces noise abatement policies and procedures, processes, responds, investigates and follows up on noise complaints.

Acts as an overnight security presence and lock city-owned facilities. Monitor and record late night aircraft activity and inventory and record based and transient aircraft.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

Federal Aviation Administration (FAA) rules, regulations, and guidelines;

The methods, tools, materials, and practices used in general maintenance/construction techniques;

Skill in the use of construction, maintenance tools and equipment; and

Aircraft operation and safety practices to be observed around aircraft.

Ability to:

Perform semi-skilled painting, masonry, carpentry, and electrical maintenance under limited direction and supervision;

Identify, communicate, enforce, and resolve potential unsafe conditions to aircraft and passengers using the facility, both land side and air side;

Work in a variety of weather conditions and darkness;

Follow oral and written instructions without constant supervision;

Complete and maintain detailed logs and incident reports with clearly organized thoughts using proper sentence construction;

Prioritize and respond to multiple problem situations;

Effectively communicate, establish and maintain effective working relationships with city staff, tenants, airport users, FAA staff, and the general public;

Acquire and maintain a commercial driver's license, class B with tanker, and an Arizona State pesticide applicator's license; and

Work evenings, nights, weekends, and holidays.

Education & Experience

Any combination of education and experience equivalent to one year of airport operations and maintenance experience, a pilot's license, or aviation course work that demonstrates the ability to perform the essential functions of this position. Must possess and maintain a valid Arizona driver's license without any major violations in the last 39 months.

Special Requirement

Individuals in this classification must possess a valid Arizona Commercial Driver's License (CDL) at the time of hire or promotion date. As a condition of continued employment, an individual of this classification must maintain a valid Arizona Commercial Driver's License (CDL) with appropriate endorsements and is subject to random, unannounced drug and alcohol testing to comply with the Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA) regulations 49 Code of Federal Regulations (CFR) Part 382.

FLSA Status: Non-exempt

HR Ordinance Status: Classified